I. Personnel
- PDAQ/New Hires
- Training/documentation
- Management training

Actions/Trends:

II. Work Order Reports
- TMA
- TRIMS
- JCI

Actions/Trends:

III. Contract Management
- **Active Projects**
  A. Construction
  B. Utilities
  C. Maintenance

Actions/Trends:

- **Delayed Projects**
  A. Construction
  B. Utilities
  C. Maintenance

Actions/Trends:

- **Cancelled Projects**
  A. Construction
  B. Utilities
  C. Maintenance

Actions/Trends:

IV. Other
06/04/08 Agenda
PPAMU Physical Plant Division Managers

I. Personnel
   • PDAQ/New Hires
   • Training/documentation
   • Management training

Actions/Trends:

II. Work Order Reports
   • TMA
   • TRIMS
   • JCI

Actions/Trends:

III. Contract Management

IV. Active Projects
   A. Construction

   B. Utilities

   C. Maintenance

V. Other

Goals and Mission Statement

Grounds work needed
06/04/08 Agenda
PPAMU Physical Plant Division Managers

I. Personnel
   - PDAO/New Hires
   - Training/documentation
   - Management training

Actions/Trends:

II. Work Order Reports
   - TMA
   - TRIMS
   - JCI

Actions/Trends:

III. Contract Management
IV. Active Projects
    A. Construction
    - HSC Roof & Waterproothing
    - New Roof & Waterproothing
    - Roof Replacement
    - Waterproothing
    B. Utilities
    - 15 kW Switchgear Panel List
    - Seven-Trent issue (Please see Harold Taylor)
    C. Maintenance

V. Other

Goals and Mission Statement

"Electronic Format"

Grounds work needed

(Way Fencing Funding)
I. Personnel
   • PDAQ/New Hires  HR is working on a hiring plan for Physical Plant
   • Training/documentation  Current at this time...Working with Don Williams to restructure Safety Training program.
   • Management training  Current at this time, but need Safety training

Actions/Trends: None noted except shortage of staff

II. Work Order Reports
   • TMA
   • TRIMS
   • JCI  → This week

Actions/Trends:

III. Contract Management

IV. Active Projects
   A. Construction
   B. We can do bathrooms now...at WR Banks...informed Larry Watson and he is getting a new quote form Alpha on this project.

    Status of PV-0465 drawings and bid date

    What about the CO for HSB, need cost to relocate the bees and masonry re-do

    C. Utilities (Report current: Yes)

    D. Maintenance ..... Rose bed....take tour after meeting for minor corrections. Who is team leader for Administration area and South of Administration area, tree, beds to be weeded, etc.

    Discuss on tour. Plan for Student Park to Ms. Hodge

    E. Need golf information...Is there a practice facility on campus for

    F. Driving, Putting, Chipping......what will it cost to bring up?  When can we be ready to practice for the Golf team?

    G. What form and name is on hand to start a project...how do we know it is funded...not to waste our time

Service Request Form (On Web)
H. Don to make a presentation to Ms. Hodge next week on the Way finding committee findings to date.

V. Other

Sink Hole northwest of SR Collins slope to storm sewer and replace sidewalk.

[Handwritten notes: May Building, Federal Grant Appropriation, Renew annually (2005) 3,000,000, Formula Funding]
I. Personnel
   • PDAQ/New Hires:
     
     \(\text{Update/Review}\)
   • Training/documentation:
     
     \[\text{See Attached Update}\]
   • Management training:
     
     \[\text{See Update [Direct Info]}\]

Actions/Trends:

Pe Org has stated changes [alter text]

II. Work Order Reports
   • TMA -> Update
   • JCI -> Update

Actions/Trends:

III. Contract Management

* Fill vacancies...rework the PDAQ for Reggies position

Project Software [Implement]

IV. Active Projects
   
   A. Construction -> Update Project List
   B. Utilities -> Tunnel pumps (154-1V3)
   C. Campus Maintenance -> TMA [See more needs for employees]
   D. Facility Maintenance -> Update Project List

Actions/Trends:

A. Construction
   
   \[\text{Schedule Time} [\text{Semester}]\]
   
   B. Utilities
   
   C. Campus Maintenance
   
   D. Facility Maintenance

IV. Other
07/02/08 Agenda
PPAMU Physical Plant Division Managers

I. Personnel
   • PDAQ/New Hires  HR is working on hiring plan for Physical Plant
   • Training/documentation Current at this time...Need Cheryl to update
   • Management training  Current at this time, still need overview

Actions/Trends: shortage of staff

II. Work Order Reports
   • TMA
   • TRIMS  OK
   • JCI

Actions/Trends:

III. Contract Management

Active Projects
   A. Construction  Projects
   B. Farm Waste line underway...
      Status of PV 0465
   C. Vet Clinic
       Caulk issue...Color...test need to be going now talked to Bob Kuhn
   D. Maintenance......Plan for Student Park to Ms. Hodge
   E. Need golf information...Is there a practice facility on campus for driving, Putting,
      Chipping......what will it cost to bring up? When can we be ready to practice for the Golf
team?
   F. Don to make a presentation to Ms. Hodge next week on the Way finding committee findings
to date.

Sink Hole northwest of SR Collins slope to storm sewer and replace sidewalk.
09/17/08 Agenda
PPAMU Physical Plant Division Managers

I. Personnel
   • PDAQ/New Hires:
     - [signature]
   • Training/documentation: Custodial training at end of month
     (Sept)
   • Management training:
     [initials]

   Actions/Trends:

II. Work Order Reports
   • TMA
     [signature]
   • JCI

   Actions/Trends:

III. Contract Management
   * Fill vacancies...What vacancies for departments?

IV. Active Projects
   A. Construction
   B. Utilities
   C. Campus Maintenance
   D. Facility Maintenance

   Actions/Trends:
   A. Construction
   B. Utilities
   C. Campus Maintenance
     - Don: Memo for all coming Sept/Paces, PM Equipment/Shop
   D. Facility Maintenance

V. Other
   Ike aftermath report
     [signature] 
     [initials]
## Pre-Ike Needed Roof Repairs (Critical)

<table>
<thead>
<tr>
<th>Building Name</th>
<th>Roof Status (1-5)</th>
<th>Cost to repair roofs not replace</th>
<th>Status</th>
<th>Funding Source</th>
</tr>
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<tbody>
<tr>
<td>Johnson-Phillip Chapel</td>
<td>5</td>
<td>$59,000</td>
<td>TBD</td>
<td>Aux</td>
</tr>
<tr>
<td>Leroy Moore Instructional (New) Gym</td>
<td>5</td>
<td>$50,000</td>
<td>TBD</td>
<td>E&amp;G</td>
</tr>
<tr>
<td>WM Billy Nicks (Baby Dome)</td>
<td>5</td>
<td>$41,000</td>
<td>TBD</td>
<td>Aux/E&amp;G</td>
</tr>
<tr>
<td>Tennis Court</td>
<td>5</td>
<td>$20,000</td>
<td>TBD</td>
<td>E&amp;G</td>
</tr>
<tr>
<td>SR Collins</td>
<td>5</td>
<td>$17,000</td>
<td>TBD</td>
<td>E&amp;G</td>
</tr>
<tr>
<td>EE Obanion Science</td>
<td>5</td>
<td>$13,000</td>
<td>TBD</td>
<td>E&amp;G</td>
</tr>
<tr>
<td>WR Banks</td>
<td>5</td>
<td>$21,000</td>
<td>TBD</td>
<td>E&amp;G</td>
</tr>
<tr>
<td><strong>Total Costs for repairs</strong></td>
<td></td>
<td><strong>$221,000</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
I. Personnel
   • PDAQ/New Hires
   • Training/documentation
   • Management training

Actions/Trends:

II. Work Order Reports
   • TMA
   • TRIMS
   • JCI

Actions/Trends:

III. Contract Management
   • Active Projects
     A. Construction
     B. Utilities
     C. Maintenance

Actions/Trends:

• Delayed Projects
  A. Construction
  B. Utilities
  C. Maintenance

Actions/Trends

• Cancelled Projects
  A. Construction
  B. Utilities
  C. Maintenance

Actions/Trends

IV. Other
I. Personnel
   - PDAQ/New Hires
     Review ongoing Evaluation Process
   - Training/documentation
     → On going
   - Management training
     → "Evaluation as required"

Actions/Trends:

II. Work Order Reports
   - TMA
     [Signature]
   - TRIMS
   - JCI
     [Signature] Ever working on it!

Actions/Trends:

III. Contract Management
   - Active Projects
     A. Construction
       → 60 day
     B. Utilities
       → 18 (5 to 80)
     C. Maintenance

Actions/Trends:

   - Delayed Projects
     A. Construction
     B. Utilities
       15KV issues (indefinite)
     C. Maintenance

Actions/Trends

   - Cancelled Projects
     A. Construction
     B. Utilities
     C. Maintenance

Actions/Trends

IV. Other Evaluations and Explanation of How to do per MLH

[Signature]

[Signature]